



# STATE OF TENNESSEE

## DEPARTMENT OF HUMAN RESOURCES

### CLASS SPECIFICATION

Class Title: <b>RADIO SYSTEMS ANALYST</b>			Abbreviation: <b>RAD SYS ANA</b>
Class Code: <b>98365</b>	OCC Code: <b>6</b>	Analyst: <b>TC</b>	Effective Date: <b>JUNE 1, 2000</b>

**SUMMARY:** Under direction, is responsible for radio communications system design and development work of considerable difficulty and supervisory work of average difficulty; and performs related work as required.

**DISTINGUISHING FEATURES:** An employee in this class is responsible for designing, developing, and evaluating radio communications systems and supervises the overall maintenance and repair of communication equipment. This class differs from that of Communications Technician Supervisor in that an incumbent of the latter supervises lower level Communication Technicians in routine installation, maintenance, and repair of communications equipment and has no communications systems design responsibilities.

#### EXAMPLES OF DUTIES AND RESPONSIBILITIES

1. Designs and develops radio communications systems and directs the modification of existing systems.
2. Analyzes and evaluates existing radio systems and equipment involving technical and functional design and recommends solutions to problems.
3. Assures that radio communication equipment technically and legally complies with Federal Communications Commission regulations in management of radio operational procedures, frequency coordination, and radio base station authorization.
4. Insures interdepartmental or statewide compatibility of radio procedures, radio equipment requisitions and system integration; acts as liaison between radio communication vendors and the state or outside agencies as assigned in the requisition of radio equipment and manages radio frequency control and distribution.
5. May assign, train, supervise, and evaluate subordinate staff and their work; may make recommendations on employment, retention, promotion, demotion and other personnel actions.
6. Writes technical reports and specifications, and maintains records pertaining to frequency assignments and radio authorization and licenses.



# STATE OF TENNESSEE

## DEPARTMENT OF HUMAN RESOURCES

### CLASS SPECIFICATION

Class Title: <b>RADIO SYSTEMS ANALYST</b>	Abbreviation: <b>RAD SYS ANA</b>
--	-------------------------------------

Page 2

#### MINIMUM QUALIFICATIONS

**Education and Experience:** Graduation from a two-year college or technical institute with an associate's degree in electrical or electronic engineering or a radio/television repair certificate and experience equivalent to three years of full-time radio communications technical work, including one year of radio communications systems design work and one year of supervisory radio communications work; qualifying military coursework or radio systems design and maintenance work may be substituted for the required education on a year-for-year basis; additional coursework at an accredited college or university in electrical or electronic engineering may be substituted for the required non-specialized, non-supervisory experience, on a year-for-year basis, to a maximum of two years.

**Necessary Special Qualifications:** A valid vehicle operator's license may be required for employment in some positions.

**EXAMINATION METHOD:** Education and Experience, 100%, for Career Service positions.